



## Communications Associate

20 hours per week

First Alliance Church is seeking an individual to join their Communications Team. The ideal candidate will be creative, collaborative, have a high level knowledge of graphic design programs and the ability to write and edit content for communications.

### Role Specifics

- Graphic Design: Design and manage weekly and quarterly resources using Adobe Creative Suite, WordPress and Subsplash.
- Collaborate in a team environment on visual graphic concepts that support weekend services and stage design.
- Writing/Editing: Work to support creative design and communications teams in writing, proofreading and editing content for print, video, and web-based communications/promotions.
- Participate in staff meetings, retreats, training and global events as directed by Communications Director.
- Maintain a lifestyle consistent with biblical standards for Christian behavior.
- Attend weekend worship services as laid out in our current staff policy.
- To support the church financially under the biblical giving principal of tithing.

### Qualifications

- High proficiency in Adobe InDesign and Photoshop; moderate proficiency in Adobe Illustrator
- Able to work mostly remotely from home; when in-office using a PC with Adobe CS6
- Enjoys being creative, and thinking outside the box
- Collaborative team player, but also works independently
- Able to work well within set deadlines
- Strong writing skills
- Be in agreement with the Christian & Missionary Alliance statement of faith and be able to sign the First Alliance Church staff covenant
- Must be fully vaccinated for Covid-19 according to AHS guidelines and provide proof of vaccination

### Application Process

Submit a cover letter and resume by email to:

Heather Laubenstein, Sr. Director of Environments

Email: [hlaubenstein@facalgary.com](mailto:hlaubenstein@facalgary.com)

*This posting will remain open until a suitable candidate is found.  
You will be contacted if we wish to proceed with an interview process.*